

KOUGA LOCAL MUNICIPALITY (EC 108)

NOTICE NO. 94/2017

SENIOR MANAGEMENT VACANCIES

Kouga Municipality, an equal opportunity employer, hereby invites applications from experienced, suitable, qualified and committed individuals for the following positions, stationed at the Municipal Offices, Jeffreys Bay on a five (5) year performance based contract **commencing 1 August 2017:**

- **DIRECTOR: ADMINISTRATION, MONITORING, EVALUATION AND SPECIAL PROJECTS**
- **DIRECTOR: INFRASTRUCTURE, PLANNING AND DEVELOPMENT**
- **DIRECTOR: LOCAL ECONOMIC DEVELOPMENT, TOURISM AND CREATIVE INDUSTRIES**
- **DIRECTOR: SOCIAL SERVICES**

Qualification, experience and knowledge requirements:

DIRECTOR ADMINISTRATION, MONITORING, EVALUATION & SPECIAL PROJECTS

Bachelor Degree in Public Administration / Management Sciences / Law. or equivalent.

5 years' experience at middle management level.

Have proven successful management experience in administration.

Good knowledge and understanding of relevant policy and legislation.

Good knowledge and understanding of institutional governance systems and performance management.

Good knowledge of corporate support services, including:

- Human capital management.
- Legal Services.
- Facilities management.
- Information communication and technology. and
- Council support.

Good knowledge of Supply Chain Management regulations and the Preferential Procurement Policy Framework Act (Act No. 5 of 2000).

Good governance.

Labour Relations Act, and other labour-related prescripts. Legal background and human capital management, and

Knowledge of coordination and oversight of all specialized support functions.

CORE FOCUS AREAS:

Organizational Development and Institutional Transformation. Good Governance, Public Participation and Special Projects.

DIRECTOR INFRASTRUCTURE, TOWN PLANNING & DEVELOPMENT

Bachelor of Science Degree in Engineering / BTech: Engineering, or equivalent.

5 years' experience at middle management level, or as Programme/Project Manager.

3 – 4 years must be at professional/management level engineering experience.

Good knowledge and understanding of relevant policy and legislation.

Good knowledge and understanding of institutional governance systems and performance management.

Must have extensive knowledge of the public office environment.

Must be able to formulate Engineering Master Planning, Project Management and implementation.

A Certificate of competency as required in terms of the General Machinery Regulations, 1988 and/or Registration with a recognized relevant Engineering Professional Body shall be an added advantage.

CORE FOCUS AREAS:

Infrastructure and Basic Service Delivery, inclusive of Housing, Planning and Development.

DIRECTOR LOCAL ECONOMIC DEVELOPMENT, TOURISM & CREATIVE INDUSTRIES

Bachelor Degree in Developmental Studies/Tourism or equivalent.

5 years' experience at middle management level.

Extensive knowledge of tourism, local economic development, SMME development and socio-economic factors.

Good knowledge and interpretation of legislation.

Good knowledge of the performance management system.

Good governance.

Good knowledge of Supply Chain Management regulations and the Preferential Procurement Policy Framework Act (Act No. 5 of 2000), and

Registration with a relevant professional body shall be an added advantage.

CORE FOCUS AREAS:

Economic and SMME development, Tourism and Creative Industries.

DIRECTOR SOCIAL SERVICES

Relevant Bachelor Degree in Social Sciences/Public Administration/Law or equivalent.

5 years' experience at middle management level.

Have proven successful institutional transformation within the public or private sector.

Good knowledge and understanding of relevant policy and legislation.

Good knowledge and understanding of institutional governance systems and performance management.

Understanding council operations and delegation of powers as well as:

- Waste and Environmental Management.
- Health Service Management.
- Cemetery Management.
- Public Safety and Security.
- Disaster Management, and
- Parks and Recreation Management.

Registration with the South African Council for Social Service Professional (SACSSP) or similar recognized relevant professional body shall be an added advantage.

CORE FOCUS AREAS: Community services, protection services and environmental health.

KINDLY TAKE NOTE OF THE FOLLOWING:

For all the above-mentioned positions, preference will be given to candidates who have completed the qualification for municipalities called the "Certificate Programme on Municipal Development/ Finance Management". (CPMD)

In terms of the provisions of the Regulations of the appointment of Senior Managers, applicants must have the following Leading and Core Competencies:

LEADING COMPETENCIES

- *Strategic Direction and leadership.*
- *People management.*
- *Program and project management.*
- *Financial management.*
- *Change management.*
- *Government leadership.*

CORE COMPETENCIES:

- *Moral competence.*
- *Planning and Organizing.*
- *Analysis and innovation.*
- *Knowledge and transformation management.*
- *Communication.*
- *Results and quality focus.*

REMUNERATION:

The remuneration package shall be based on the provisions of the Upper Limits of the Total Remuneration Package payable to Municipal Managers and Managers directly accountable to Municipal Managers.

SPECIFIC PROVISIONS:

The Kouga Municipal Council requires that the successful candidate shall reside in Jeffreys Bay after appointment and as such shall assistance be given with relocation costs.

NOTE:

Sealed applications on the **prescribed application form** for Senior Managers, clearly marked "**APPLICATION FOR APPOINTMENT: DIRECTOR.....**" must reach the Human Resources Section on or **BEFORE MONDAY 26 JUNE 2017 AT 12:00.**

No late applications shall be considered.

Applications must be delivered/mailed to the Manager: Human Resources at 33 Da Gama Road Jeffreys Bay/PO Box 21 Jeffreys Bay 6330.

For further information, please contact Mr A Koegelenberg on 042-2002181 or 082 894 7999 or email abriek@kouga.gov.za.

Note: This is **a re-advertisement** and candidates who previously applied need not re-apply as their applications shall be considered. Candidates not contacted within 30 days must regard their application as unsuccessful.

C DU PLESSIS
MUNICIPAL MANAGER

PO Box 21
Jeffreys Bay
6330

FOR PLACEMENT

Municipal Website